

Historic Sites Online User Instructions

Version 1.0

The screenshot shows the Michigan Historic Sites Online website. The header features a map of Michigan, the text "History, Arts and Libraries", and the "Michigan.gov" logo with the tagline "An Official State of Michigan Web Site". Navigation links include "Michigan Gov Home", "Home", "FAQ", "Help", and "Contact SHPO". A left sidebar contains links to "Find Historic Sites", "Related Links", and "Browse the Map", along with the "Michigan Historical Center" logo and "State Historic Preservation Office" text. The main content area is titled "HISTORIC SITES ONLINE" and includes a "Welcome!" message, a description of the site's purpose, and a list of disclaimers. At the bottom, there are "Find Historic Sites" sections for "Key Word Search" and "Community Search". A footer note states that text and images may not be reproduced without permission.

History, Arts and Libraries

Michigan.gov
An Official State of Michigan Web Site

[Michigan Gov Home](#) [Home](#) [FAQ](#) [Help](#) [Contact SHPO](#)

→ Find Historic Sites
→ Related Links
→ Browse the Map

Michigan Historical Center
State Historic Preservation Office

HISTORIC SITES ONLINE

Welcome!

Michigan's Historic Sites Online has over 3,500 historic sites for you to experience! This website gives you the ability to locate and map historic sites across the state of Michigan, on the Lower Peninsula and the Upper, in urban areas as well as rural. Explore historical Michigan!

In these pages you will find information and photos of National Historic Landmarks, properties listed in the National Register of Historic Places and the State Register of Historic Sites, as well as Michigan Historical Markers.

Please be aware that:

- Historic Sites Online is constantly being updated and revised as the information about the sites changes. Comments, corrections, and suggestions as to how we can make this application better are encouraged. Click the "Contact SHPO" link at the top right of each page for contact information.
- The list of properties is current through December 2003.
- Information and photos may not reflect the site's current appearance.
- Archaeological sites are not included in Historic Sites Online. Contact the [Office of the State Archaeologist](#) for more information on below-ground sites.
- Available information varies in level of detail.
- MOST SITES ARE PRIVATE PROPERTY AND ARE NOT OPEN TO THE PUBLIC! PLEASE RESPECT PROPERTY OWNERS' PRIVACY!**

→ Find Historic Sites

Key Word Search
Find historic sites by searching with key words

Community Search
Find historic sites by searching by city, township, village or county name

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www.michigan.gov/historicsites

Michigan State Historic Preservation Office
Department of History, Arts and Libraries
State of Michigan

Introduction

Historic Sites Online (HSO) has over 3,500 historic sites for users to explore via the Internet. This brief guide is intended as a primer for the user of HSO. It explains the website's interface and the data that can be accessed, and provides some basic tips on how to get the desired results. HSO is developed and maintained by the Michigan State Historic Preservation Office (SHPO).

In the HSO webpages you will find information and images of historic sites from around the state of Michigan. This includes National Historic Landmarks, properties listed in the National Register of Historic Places and the State Register of Historic Sites, as well as Michigan Historical Markers. While exploring the historic sites in HSO, please be aware of the following:

- This website is constantly being updated and revised as information about a site changes, or more information becomes available. Comments, corrections, and suggestions as to how we can make this application better are encouraged. Click the Contact SHPO link at the top right of each page for staff contact information.
- HSO is updated on a quarterly basis at minimum—more often when new information becomes available.
- Information is kept as current as possible, but images may not reflect a site's current appearance.
- Archaeological sites are not included in HSO. Contact the [Office of the State Archaeologist](#) for information about below-ground sites.
- The amount of information available for sites varies in level of detail. This reflects the shifting nature of SHPO's various programs and changes in the type and level of information we've gathered over the years.
- **MOST SITES INCLUDED IN HSO ARE PRIVATE PROPERTY AND ARE NOT OPEN TO THE PUBLIC! PLEASE RESPECT PROPERTY OWNERS' PRIVACY!**

In navigating this document, users should note that any word or phrase that appears in a grey box like this Contact SHPO indicates a clickable button or hyperlink within the HSO website. A phrase that appears in an unfilled box like this Zoom In indicates a button that, after selecting, then requires the user to click the map. Selectable items that appear in dropboxes on the website are indicated in this document with italics, e.g. *Contains All Words*. Sample search words are rendered in boldface, e.g. **East Lansing**. Search phrases are also shown in boldface, but with quotation marks as well: "**East Lansing**."

Users of HSO are encouraged to provide SHPO with feedback, including comments, updates to information, and suggestions as to how the site might be made to function better or in a user-friendlier manner. For additional information about how to provide feedback, see the "Help Us" section in the document below.

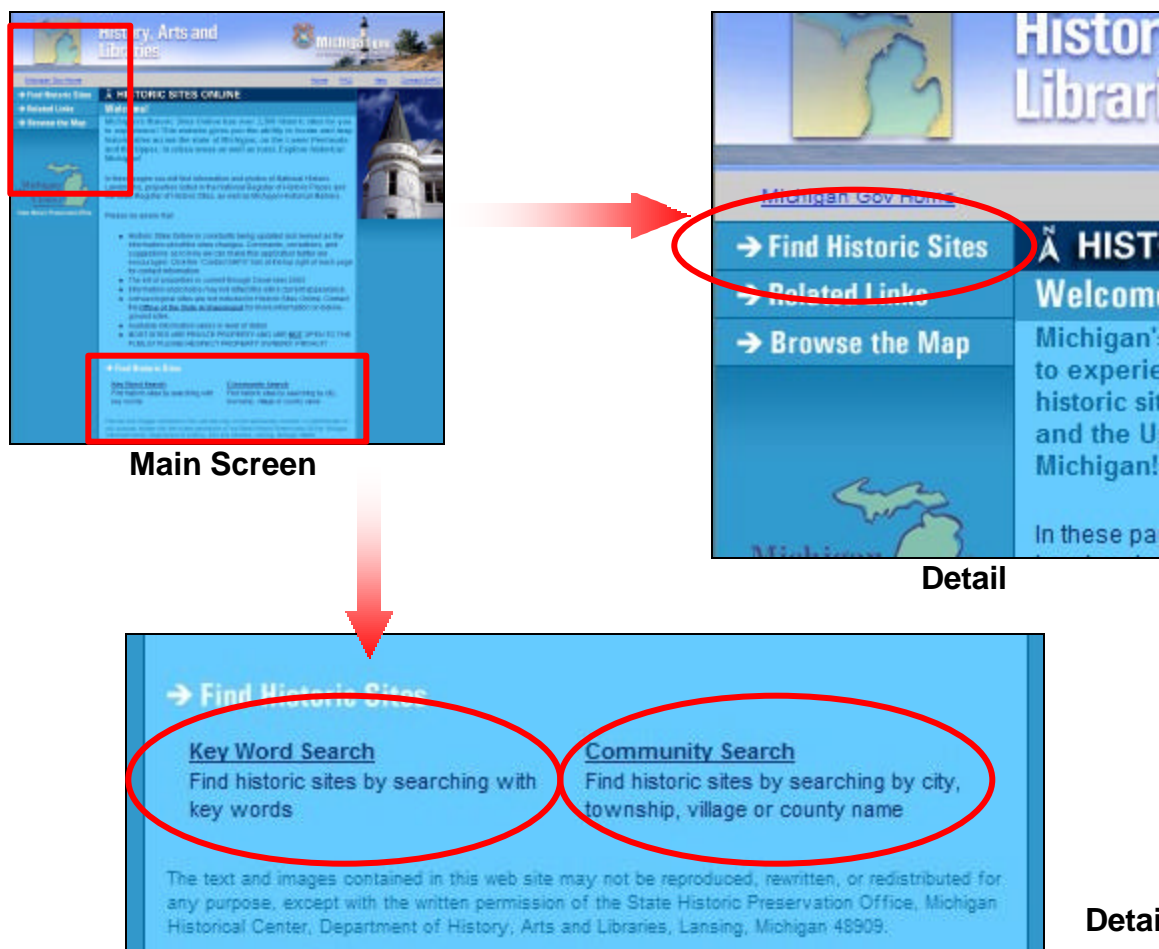
Historic Sites Data

HSO includes information about approximately 3,500 historic sites in Michigan. While the amount of information varies from site to site, each record typically includes the site's location, its history, and a description of its historic significance. The different categories of information found in each record are described in the document below, under the heading "Glossary."

Searching

The ability to search for historic site records is the core of the HSO application. HSO provides the user with two basic search options: keyword searching and community searching. These search types are described in greater detail below.

From the main screen in HSO, the user can access these search features in one of two places: from the top, left-hand corner of the screen, or from the bottom (see graphic below). Links in both locations take the user to the same place, although the **Find Historic Sites** button first directs the user to a screen with the option to select a Key Word Search or Community Search.



Keyword Searching

The **Key Word Search** option is available from two places on the main HSO screen, as described above.

Michigan Gov Home Home FAQ Help Contact SHPO

History, Arts and Libraries Michigan.gov An Official State of Michigan Web Site

HISTORIC SITES ONLINE

Find Historic Sites

Key Word Search

Enter the name of the **Key Words** to search for in the text box below. If you do not get a match check your spelling or reduce the number of key words.

Contains All Words

Advanced Search

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Michigan Historical Center
State Historic Preservation Office

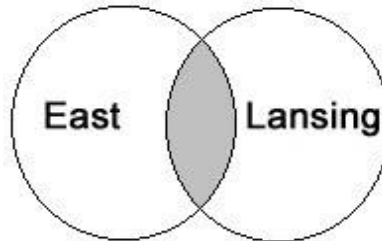
Keyword search screen

The keyword search screen (shown above) contains a single field into which search words can be entered. Below it is a dropdown box and the **Advanced Search** (or **Simple Search**) button. The dropdown contains three items and the **Advanced Search** contains four items. These are discussed individually in the following paragraphs.

Keyword searching allows the user to query the HSO database using any single word or string of words. As a general rule, the more words included, the narrower the scope of the search and the fewer the results. For instance, a search for **house** might yield 1,000 sites, while a search for both **farm** and **house** would yield far fewer sites.

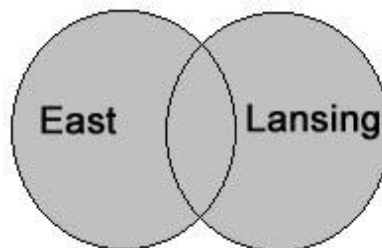
At the time of writing, a search for **East Lansing** with the default *Contains All Words* dropbox item selected will yield 26 hits. That is, there are 26 records in HSO that contain the word **East** and the word **Lansing**—both words, but not necessarily adjacent to one another. This is not to say that all of these records will be for sites in the city of East Lansing. A record for a property in the city of

Lansing that contains the word **East** would also be included. For example, the record for the Lansing Municipal Market, in Lansing, would also be included in the search results, as it contains the word **East** in the marker field: "The first city-sponsored market opened at North Grand Avenue and **East** Shiawassee Street in 1909..." The graphic below illustrates this concept. The circles represent the search criteria—one for the word **East** and the other for **Lansing**. The grey area indicates the intersection of the two, or the records where both search words appear.



The same search for **East Lansing** but with the *Contains Exact Phrase* dropdown item will yield 22 hits. This indicates that there are 22 records—four less than the more open-ended, *Contains All Words* search—with the exact phrase **East Lansing** somewhere in the text. In all likelihood these records refer to historic sites located in the city of East Lansing. This type of search achieves the same results that a quotation marks-bounded search would, for example, in Google.

The same search again for **East Lansing** with the third and final dropdown item, *Contains Any Word*, will yield 849 hits. This is the most open-ended search of the three, as revealed by the large number of hits. Any record with **East** or **Lansing** is included in the results here. *Contains Any Word* searches are the same as Boolean "or" searches: a result can contain **East** or **Lansing** or both. The graphic below illustrates this concept. The search yields records with the word **East**, records with the word **Lansing**, and records with both.



Clicking on **Advanced Search** allows the user a few additional options to delimit the results of a search (see graphic below). Users can select any combination of the levels of historic designation (*National Historic Landmark listed*, *National Register listed*, *State Register listed*, or *Marker erected*). Used in combination with a keyword or community search will narrow the results. For example, a search for "East Lansing" with all four buttons selected will produce sixteen hits.

The same search with only the *National Register of Historic Places listed* button selected will reveal five hits. Clicking on **Simple Search** will turn these advanced options off.

A few other tips using the keyword search feature:

- Searches are not case sensitive. A search for "East Lansing" and "east lanning" will yield the same results.
- Boolean operators (AND, OR, NOT, etc.) do not function in HSO, and should not be used.
- Truncating characters like * and ? are not recognized, and should not be used. A search for "East L*nsing" will produce no hits.
- Quotation marks should not be used to delimit searches. If the user desires a specific search phrase, the *Contains Exact Phrase* dropbox item should be used.
- Searches should contain complete words. A search for "Lansin" instead of "Lansing" will produce no hits. (Searching by community functions somewhat differently—see below.)

Community Searching

The **Community Search** option is also available from two places on the main HSO screen, as described above.

The screenshot shows the Michigan Historical Center's website. The header includes the Michigan state map logo, the title 'History, Arts and Libraries', the Michigan.gov logo, and the text 'An Official State of Michigan Web Site'. Navigation links for Home, FAQ, Help, and Contact SHPO are present. The main content area is titled 'HISTORIC SITES ONLINE' and 'Find Historic Sites'. It features a 'Community Search' section with a text input field for '*Community Name:' and a dropdown menu for 'Community Type:' set to 'Any'. A blue 'SEARCH' button is below the input fields. To the left is a sidebar with links to 'Find Historic Sites', 'Key Word Search', 'Community Search', 'Quick Search', 'All National Historic Landmarks', 'All National Register Listed', 'All State Register Listed', 'Related Links', and 'Browse the Map'. At the bottom, there is a disclaimer, a footer with various policy links, and a copyright notice for 2001-2003 State of Michigan.

Community search screen

Like the keyword search screen, the community search screen (shown above) contains a single field into which search words can be entered. But the community search features a different type of dropdown box to delimit the range of results. It features a dropdown labeled “Community Type” that allows the user to search geographically—by level of political jurisdiction. The Community Type dropdown includes the following options:

- Any (which includes all of the types below)
- County
- Township
- City
- Village

A sample search for **Lansing** using the default *Any* dropdown option will yield the following results:

- East Lansing, Ingham County
- Lansing, Clinton County
- Lansing, Eaton County
- Lansing, Ingham County
- Lansing Twp, Ingham County

(The city of Lansing straddles three counties—hence the multiple listings.) Each of these items is selectable, thus allowing the user to identify historic sites within the desired community. Clicking the **Map It!** button associated with East Lansing, Ingham County, will bring up the search results for all historic sites in that particular jurisdiction.

Community searching functions are slightly different than keyword searching. Most importantly, when community searching only those fields related to geography are searched—not all possible fields, as is the case with keyword searching.

Moreover, unlike keyword searching, community searching does allow for truncated searches. For example, a search for **Lansin** (the terminal “g” omitted) will yield the following choices of communities (identical to the sample search for **Lansing**, above):

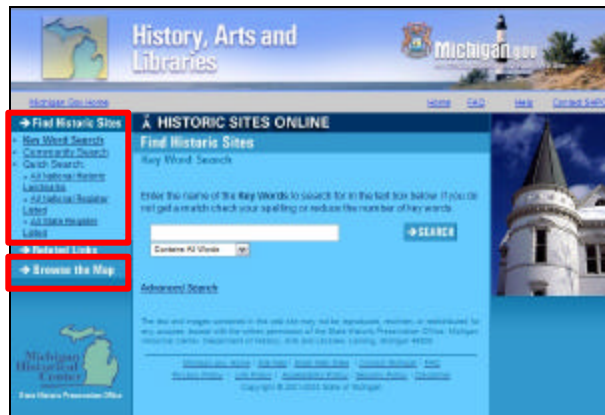
- East Lansing, Ingham County
- Lansing, Clinton County
- Lansing, Eaton County
- Lansing, Ingham County
- Lansing Twp, Ingham County

A few other tips for using the community search feature:

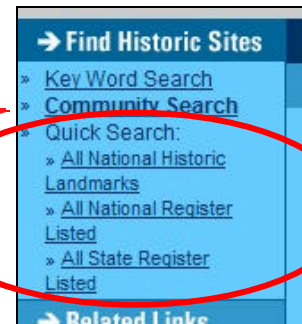
- Searches are not case sensitive. A search for "East Lansing" and "east lansing" will yield the same results.
- Boolean operators (AND, OR, NOT, etc.) do not function in HSO, and should not be used.
- Truncating characters like * and ? are not recognized, and should not be used. A search for "East L*nsing" will produce no hits. To truncate a word, simply leave letters off of the search word (e.g. **ansing** instead of **Lansing**).
- Quotation marks should not be used to delimit searches.

Quick Searches and Browsers

On the left-hand side of the page, beneath the [Key Word Search](#) and [Community Search](#) buttons, one will also find the heading “Quick Search,” and under that three buttons: [All National Historic Landmarks](#), [All National Register Listed](#), and [All State Register Listed](#) (see graphic below).



Keyword (or community) screen



Detail



Detail

Clicking on any of these buttons will bring up the list of all properties that fall into one of the three groups—National Historic Landmarks, National Register sites, or State Register sites. (In this build of HSO, historical markers are excluded from the quick search; SHPO intends to include this in a subsequent version.) Where there is overlap—where a property is in National Register and State Register, for example—the property record will appear in every appropriate list.

Below the three quick search buttons and the [Related Links](#) button (simply a link back to a SHPO webpage that includes links to online resources) is a button labeled [Browse the Map](#). Selecting this button will bring up a map of the entire state of Michigan (see graphic below). Plotted on this map are most of the sites in HSO. Sites currently lacking coordinate information are not included.



Browse screen

Results Lists

HSO was conceived as a tool to allow users to locate historic sites based on theme or geography—to find, for example, all German buildings or Masonic Temples across the state, or to find all sites within the city of East Lansing. The results list is the place where this information is brought to the fore (see graphic below).

The results list is just that: a list of the historic sites that meet the search criteria as defined by the user. Records are listed vertically in groups of ten, with each individual record broken in two sections (see graphic below). The section to the left provides the name of the site, its location (municipal unit and county only), and, if available, a thumbnail image. A record with multiple images will contain an additional button, **Next Image**. Clicking this button repeatedly will cycle through all available images. On the right-hand side of a record will be one of two things. The majority of the records will feature a **Map It!** button. Clicking this button will take the user to the map section of the HSO, which is described in

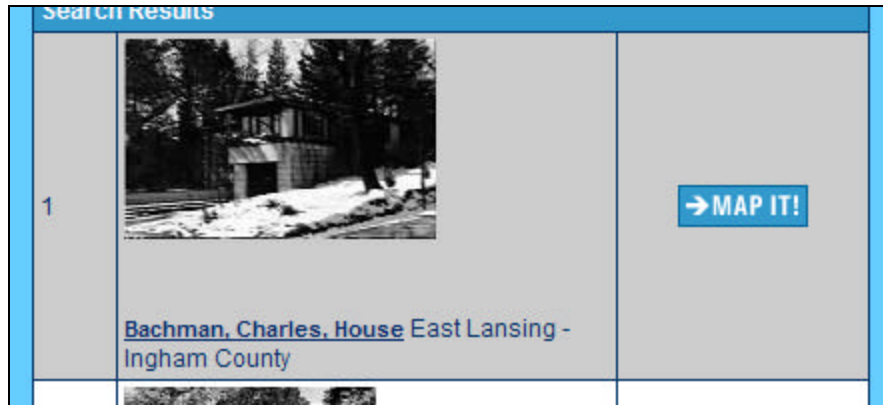
detail below. Alternatively, if the geographical coordinates for a site are not known, a **Help us map this site location** button will appear. Clicking this button will take the user to a SHPO webpage that describes how the user can submit information that would help us fill in this missing information.

As many as ten site records are displayed on a single web page at any given time. If the user's search yielded more than ten hits, then a **Next Page** button will appear at both the beginning and the end of the list. Clicking this button (or the **Previous Page** button, if farther along in a lengthy list of results) will allow the user to cycle through the various pages of records.

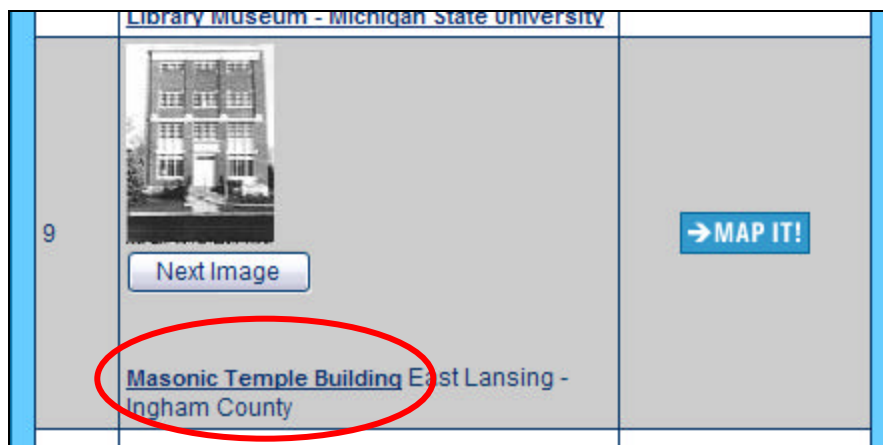


Search results page





Detail of a single site record



Detail of a site record with Next Image button and clickable site name

To view information about a particular site, the user can click on the underlined name of the site in the left-hand portion of the record (see graphic above). Doing this will cause a second, smaller window to open. In this window, the user will find all available information about the site arranged vertically (see graphic below). Images in this window are thumbnails; clicking an image will open it in yet another window and enlarge it. To print any of these records, the user can right-click anywhere within the appropriate window and select "Print" from the options box, which then opens. Printer settings are managed through the local computer's operating system.



Detail of site information window

To continue from the results list to a map of a particular site, the user must click the **Map It!** button in the desired record. To conduct another search, the user should select either the **Key Word Search** button or the **Community Search** button, both of which are located at the top left-hand corner of the screen.

Maps

HSO is different from its predecessor in that it features a mapping component. All sites for which the SHPO has geographic coordinates have been plotted in the application using GIS technology. These coordinates were created in one of two ways: through the GIS software's internal geocoding function (which assigns coordinates based on a site's address) or, failing this, by hand, using aerial photographs or print maps. The user should recognize that both processes produce approximate results. A site may not appear on the HSO maps in its precise real-world location (see example in the graphic below). SHPO intends to modify and perfect the geographic coordinates over time. Users who would like to provide coordinates derived from GPS receivers or other sources are encouraged to do so—please see the "Help Us!" section later in this document.



Detail of the map screen (with aerial photo overlay) showing the site location as plotted in HSO (center), and its actual location (indicated by the red arrow)

The map screen in HSO is dominated by the map itself, which occupies the center of the screen. The various buttons arrayed around the map (see graphic) are described in the text below.

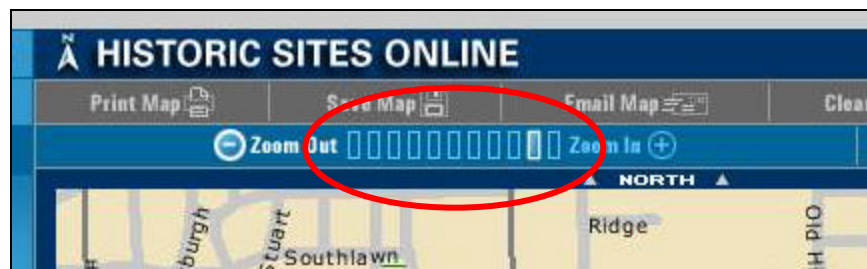
HSO allows the user to zoom the map in and out on a desired site. There are eleven degrees of zoom. Progressing from the largest to the smallest scale, approximately 1.5 inches on each map equals:

- 800 feet
- 1,500 feet
- 3,000 feet
- 6,000 feet
- 2 miles
- 5 miles
- 10 miles
- 20 miles
- 40 miles
- 80 miles
- 150 miles

Users will notice that at smaller scales—that is, as more of the state is revealed—the map becomes more cluttered with historic sites and effectively

less useable. The default zoom level is thus relative large—1.5 inches:1,500 feet.

There are two different ways for the user to zoom in and out of a map. In the zoom bar above the map (see graphic below) there is a row of eleven hash marks set between two buttons, **Zoom Out** on the left and **Zoom In** on the right. Each of these marks is associated with a zoom level—a map extent. Clicking on these marks will cause the map to be redrawn to show a larger or smaller portion of the state. Users can achieve the same results by clicking on the **Zoom Out** and **Zoom In** buttons themselves. Clicking on **Zoom Out**, for example, and then clicking somewhere on the map (the cursor will change to a cross-hairs) will cause the map to be redrawn with the next zoom level out. The map will also re-center at the spot on which the map was clicked.



Zoom bar

When a site is initially mapped by the user, HSO generates a reduced-size map by default. This map has a screen size of 4.38 x 2.76 inches. Clicking on the **Enlarge Map** button will cause the map to be redrawn at a slightly larger size, 6.25 x 3.95 inches. Clicking **Reduce Map** will return it to its original state. Users should note that enlarging the map does not change the extent of the map—the area visible on the screen. Rather, it changes the screen image size itself. Extent is adjusted using the zoom in/ zoom out feature described above.

To the right of the zoom bar are two buttons: **Re-center** and **Identify**. Like the **Zoom Out** and **Zoom In** buttons, selecting either of these buttons will accomplish nothing until the user subsequently clicks on the map at a desired location. Selecting **Re-center** and clicking the map will redraw the map with the selected point at the center. **Identify** allows the user to select a historic site, thereby opening a second window that includes the site information. The user need not click directly on a site; HSO will open the record for the site closest to the location that is selected.

The small map of Michigan to the top, right of the primary map is the Location Overview. This map will feature a red square that reveals the current location of the main map. Clicking elsewhere on the overview map will redraw the main map to reflect the new position.

Below the Location Overview map is an automobile icon, and check-box, the name of the site for which the user searched, and two buttons: **Refresh Map** and **View Legend**. The features associated with these are still under development, and will be addressed in a subsequent version of this instructional guide.

The series of icons at the bottom right represents the map legend (see graphic below). HSO includes National Historic Landmarks, sites on the National Register and State Register, and historical markers. Many of these designations occur in tandem. That is to say, a property on the National Register might also have a marker associated with it. The icons in this legend represent a few—but not all—of these possible combinations. Because most National Historic Landmarks in Michigan also have accompanying markers, there is a single icon that indicates as much. Similarly, because National Register and State Register sites may or may not have markers, and because markers sometimes exist in the absence of any other type of designation, icons reflecting these combinations have been included.

To make matters even more complex, sites in HSO can also have multiple types of historic designation. A National Historic Landmark may, for example, also be listed on the National Register and the State Register. For simplicity's sake, each site is assigned an icon based on its highest level of designation. National Historic Landmarks occupy the highest position, followed by National Register and finally State Register.

For more information about the GIS technologies like those used to create HSO, visit the State of Michigan's Center for Geographic Information at www.michigan.gov/cgi. Information is also available here about the map projection used in HSO, dates of aerial photos and topographic maps, etc.

The screenshot displays the 'Historic Sites Online' web application. The interface includes a top navigation bar with links like 'Home', 'FAQ', 'Help', and 'Contact SHPO'. A central map area shows a street map of East Lansing with a red line indicating a route. A sidebar on the right contains a 'Location Overview' map of Michigan, 'My Points of Interest' list, and a legend. A bottom bar allows switching between map layers like 'Street Map', 'Aerial Photo', 'Topo Map', 'Elevation Map', and 'Land Cover'. Various buttons for map interaction are present, including 'Print Map', 'Save Map', 'Email Map', 'Clear Map', 'Redraw Map', 'Zoom Out', 'Zoom In', 'Re-center', and 'Identify'.

Labels pointing to specific UI elements:

- Zoom bar
- Function bar
- Re-center button
- Identify button
- Location overview map
- Site name
- Refresh Map and View Legend buttons
- Legend
- Map layer bar
- Mapped site with label
- Map mover (available on each side of the map)

Sources of Additional Information

A list of National Historic Landmarks can also be found at our own NHL [website](#). Online searches for properties listed in the National Register of Historic Places can be conducted at the National Park Service's [National Register Information System](#) (NRIS) database.

For more information about our Historic Sites Online application, please contact the State Historic Preservation Office at (517) 373-1630.

Glossary

Address: The address of the property. **NOTE: MOST SITES ARE PRIVATE PROPERTY AND ARE NOT OPEN TO THE PUBLIC! PLEASE RESPECT PROPERTY OWNERS' PRIVACY!**

Architect/Builder: The architect or builder, if known.

Current Use: The use of the site at the time it was designated historic (see *Registry Type* below for dates). NOTE: this information may not reflect the current use of a property.

Historic Use: The original use of the property at the time of its construction, as well any historically important subsequent uses.

Marker Name: The title of the marker as it appears on the marker itself.

Marker Text: The text of the marker in its entirety.

Name: The property's original name, if known.

Narrative Description: A brief explanation of the history of the property.

Other Names: Any subsequent property names are included here, particularly if these names are historically significant.

Period of Significance: The year or years for which the property is considered historically important.

Property Type: The type of property in question: a house, office building, bridge, etc. Note: All historic sites are currently represented as single points, even if they include multiple properties (e.g. historic districts). SHPO is working to render district data in such a way that the actual shape of the district as it exists on the ground is depicted.

Registry Type(s): The registry type(s) reflect the type of designation of a property, either National Historic Landmark, National Register of Historic Places, State Register of Historic Sites, or Michigan Historical Marker. A property can fall into one of these groups or all.

Significant Date(s): Important dates in the property's history.

Significant Person: People related to the history of the property.

Site ID#: This is a unique record number used by SHPO for internal identification and tracking purposes. When corresponding with the SHPO about a historic site, this ID# should be referenced. Note: this is not a historic site number.

Statement of Significance: Often taken directly from the National Register of Historic Places nomination, this statement describes the importance of a property to the history, architecture, archaeology, engineering, or culture of a community, State, or the nation.

Style: The architectural style, if applicable.

Help Us with HSO!

The user may encounter on some of the search results screens a link that reads **Help us map this site location**. This is located where the **Map It!** button is typically found. Sites that include this button are those for which the SHPO has yet to obtain geographical coordinates. Users of Historic Sites Online are encouraged to submit updated information regarding properties in the database. Contact SHPO staff at preservation@michigan.gov for additional information.